G. R. S. IX-5]

Previous references.

1987

Preserved

192 0

Exp 1)

File No. 98-20

Serial Nos. 17—24

Later references.

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 17—24

Part B for April 21

SUBJECT.

Preparation Rangoon Office manual
(Trust Board Municipality Insp)

From
The Chairman Trust Board Municipality Insp.
No 99 of 16.5.14.
Stating that there are no manuals or rules of office procedure and that 8 copies of Standing orders of Govt: relating to the working & Constitution of the Trust Board and also of departmental Circulars will be submitted hereafter by the end of next month i.e June 14.

To The Chairman Trust Board Municipality Insp
No 1696 E Dated 28.4.21
Approving the collection of S.O. relating to Municipality Insp Boards
Requesting the Chairman to get the Compilation printed

WD 2283—GPB—20,000—14-6-20

2/1

E.A(G)98

G.R.S. 11] 1914.

GENERAL AND REVENUE SECRETARIAT.

(E.A.B)

NOTES.

File No. 1-13.

FILE HEADING.

Preparation of an office manual.

From

The Chairman Trust Board Mysore City Superintendents.

No. 99 Dated 16-5-14 Received 17-5-14.

Diary No. 46 | Enclos. nil Spare Copies. - | Serial No. 16

BRIEF ABSTRACT OF LETTER.

States that there are no manuals or rules of office procedure and that spare copies of Standing orders of Govt. relating to the working & constitution of the Trust Board and also of departmental Circulars will be submitted to Govt. by the end of next month i.e. Jn

NOTES AND ORDERS.

The spare copies referred to have not yet been received. The office of the chairman Trust Board contains a large clerical establishment but is more of the nature of a D.B division office. Further the

NOTES—First Sheet.

B

GPB—35,000—15-6-12

1-6-15

3

2

G. R. S. 12]

General and Revenue Secretariat. | E Ag File No. 1918 (3) of 1914.

Serial No.

office is temporary. It is a matter for consideration whether an office manual is necessary in addition to the Govt: rules of office procedure recently issued.

Filed for orders.

11/2/15 Call for the spare copies promised

13/2/15

Draft dated 15/2/15.

Issue & resubmit 16/2/15

16/2/15 17 To The Chairman of the Board of Trustees Mysore City Improvement.

Letter No. 411/E.A. 917-2-1915 requesting to send the spare copies promised.

18 From The chairman city improvement trust Board Mysore.

Letter no 6 dated 9th July 1915.

In reply to the D.O. reminder no 70, states that departmental circulars and standing orders are being collected and that the same will be submitted very soon.

Submitted. May a reminder wait till the beginning of next month?

12.7.15

17

NOTE—Contn. sheet.

GPB—25,000—2-11-14

R. S. 12]

General and Revenue Secretariat.

File No. 1-E.A.G./98 of 1913.

Serial No.	
	In reply to a reminder the Chairman says that the collection of standing orders will be completed and a typed set submitted by the 15th inst:
	Filed Regd 20/10 Reminder issued 9/3/16.
19	Letter No: 134 dy 30.3.16 from the Chairman City Improvement Trust Board forwarding spare copies of certain orders of Govt: relating to the Trust Board.
	No: 135 dy 4.3.16 stating that the first batch has been sent and the rest will follow.
	The receipt of the various orders will be awaited to see if the whole set would answer the needs of the temporary office in place of an office manual.
	Filed Regd 12/4/16 Reminded on 8.6.16.
20.	Reminded on 12-8-16
	Reply No: 358-874/C 309 of 16-17 dy 9.8.16 stating that the remaining orders will be sent by the end of this month
	Filed Regd Reminded 30-10-16

NOTE—Contn. sheet.

GPB—20,000—30-6-15

5

G. R. S. 12

General and Revenue Secretariat.

EAG File No. 98 of 191 .

Serial No.

4 Chairmans' reply No: 729/863-C309 of the 4th Nov: stating that only in one last record sorters have been sanctioned and after the sorting of old record is over, a complete compilation cable be sub'd early. Sub'd. Further Cons: will be awaited till end Dec 16.

Regd 9/11.

Reminder on 20-4-17.

do 19-6-17

Reminder issued 16-8-17

Dft issued 20/7/18 HW

Dft reminder Subd.

Pr. 26-7 HW

27/7

Reminder issued 2-10-17

Another reminder is put up.

Subd Pr. 5-11 HW

6/11

Reminder issues on 8.11.17

A dft reminder is put up.

Subd Pr 28.12

Reminder issued on 31-1-18

Further Reminder Subd.

HW 18/2/18

do. reminder issued on 18.2.18

do. No. 142 of 19.2.18 from the Chairman, City Supt. N.B. Asks that Circulars &c. may be sent on return of Hon. Lt Colonel Rao from leave.

Subd Pr 25/2

R. No 2673 of 25-6-18 issued

NOTE—Contn. sheet.

GP.W.—70,000—17-12-15

G. R. S. 12]

General and Revenue Secretariat. | E.A.-I File No. 98 of 191 .

Serial No.

Draft of a D.O. reminder is submitted

19/8/18

NLL 24/8/18

D.O. no 820 dy 24-8-18

In the above a reply within a week was requested but there has been no response. Draft of another reminder is submitted.

1/10/18

NOTE—Contn. sheet.

GPB—70,000—17-12-15

5139

F 6

G.R.S. III—3

ROUTINE NOTES.

E.A.g. 98

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Compilation of the S.Gs of the Mysore city Improvement Trust Board.

Action is being taken in the Rev Secty in this matter (vide his 27 of 1919 herewith linked).

These papers will, if approved, be transferred to that Secty.

Nege 1/10/18. Forwarded with Compliments to Mr Kesava Iyengar for favour of stating if the file may be handed over →

1/10/18

GEN. & REV. DEPT. RECEIVED 2 OCT 1918 5139

Subd for orders.

1/10/18

Yes. This ought to be sent to my branch.

3/10/18

VIII

3/10

N. B.—Should routine notes be written on small slips, the notes must be copied or slips pasted on this form.

8

G.R.S. III—3]

ROUTINE NOTES.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Supdt.

Please note this & remind chairman T. Bd.

MK
1/11/08.

Mr H.P.C

N. B.—Should routine notes be written on small s
the notes must be copied or slips pasted on this f

GRSM.592

G. R. S. III-2]

General and Revenue Secretariat.

Estt. File No. 98 of 191 .

Serial No.	
23	From the chairman. No 231-S.43/C.288 of 17-18 dt 11-12-19 Submits an up to date collection of Standing orders. The orders have to be properly edited and printed. This work entails some labor and time. A clerk will have to be deputed to verify the completeness of the collection and edit it properly. dt 24/12/19 Sd. The Spl. audit branch, which compiles manuals etc. may perhaps find it convenient to Edit these rules. The T. branch has quite a large amount of work to do and with demand of men one hand with them the routine work of the office is not easy. If it has to be done a Spl. clerk is necessary. The Spl. audit br. may be first consulted before taking further action (Recd) J Hindle. This is work to be done in the Estt Br. in consultation with the advice of Branch concerned. 24.12.19

D.67/ 26-12-19

NOTE—Contn. sheet.

1.1.20)

10. 4

G. R. S. III-2]

General and Revenue Secretariat.

E & A / File No. 98 of 191 .

Serial No.

Madhavan
Please Sanction
& prepare for the Press
with correspondence
help Bm
22-1-20

The arrangement of the Manual proposed by the Chairman is in conformity with Heads of the Regulation III of 1903. Rules and Regulations in Vol. VII of Mysore Suppl. Col. Gr. may be arranged in the order of their dates of approval or sanction by Govt. The rules regulating the Collectors Recording Trees by the Rd Council has not been embodied This may now be included.

Please do so Bm

The orders have been sorted

Heir-at-law is invited to papers flagged

Vide order Bm

HK
27.5.1920

Manager
Please do needful and bring it up to date with refce to G.Os of 1919 & 1920 and Submit in final shape ~~soon~~ before the end of this month.

Bm
8/1/21

Instructions have been attended to. The GOs for 18 & 19 were looked into only one order (no 8055-8 Jul 12) 18-2 D. 31.12.1918) has been added on to Sec IV. (Please see page 4 of the Table of contents).

HK
31.3.1921

Disp. approving with the suggestions indicated

Bm
1/4/21

4656/-4 Revenue 11 10.

R. S. 111-2]

General and Revenue Secretariat.

E. Hy File No. 98 of 191 .

Serial No.

D

Draft G.O. & Instrs
HK for remarks, if any.
5-4-1921
Rockett)

Bm
6/4/21.

The addition of 11 nos under Section IV viz Rules for disposal of sites appears unnecessary as it forms Sl 6 of Section VII

Yes Bm
18/4/21

BS
6/4/21

Bm
7/4.

Bm
15/4

EA Br)

Sl 6 & draft manual Distt Masters approved

Bm
18/4/21

Revised

For perusal

Bm
18/4/21

Dewan

Bm
18/4/21

23.4.21 Bm

Bm
18/4

DEWAN'S OFFICE.
Recd. on APR 19 1921
Reg. No. 6539

NOTE—Contn. sheet.

12 11

G. R. S. III-2.

General and Revenue Secretariat. | File No. | of 19

Serial No. 24

To The Chairman of the Trust Board.
Improvement - Improvement
Copy of the L. S. G. with the Compilation of the S
No. 1696/Estt dt 28-4-21
Approving the Collection of S-O's relating
to Improvement of the Trust Board. I request the Chairm
to get the compilation printed at an early
date and forward a dozen Copies for rep
& record in the Secty.

28/4/21

NOTE—Contn. sheet.

13 12

File no 13 & 80

No:99

MYSORE CITY IMPROVEMENT TRUST BOARD
CHAIRMAN'S OFFICE,
Dated, Mysore, 16th May.....191 4.

FROM T.G. Lakshmana Rao, Esq., L.C.E.,
.....
Chairman of the Board of Trustees,
Mysore City Improvements.

To D. L. Narasinga Rao, Esq., B.A., B.L.,
.....
Secretary to the Govt. of H. H. the Maharaja
of Mysore, Gen. and Rev. Departments.

SIR,

With reference to your letter No.51-99/ E.A. dated the 7th. February last, and subsequent reminders, I have the honour to report that no manuals or rules of office procedure have been prepared. The standing orders of Government relating to the constitution and working of the Trust Board and its establishment are filed in the office records as received from time to time. Spare copies of the same as well as those of departmental circulars and orders have been -- arranged to be collected completely and will be submitted to Government by the end of next month.

I have the honour to be,
Sir,
Your most obedient servant,
T. Lakshmana Rao
CHAIRMAN.

MM

14 1-13

D746 60-

EDS 17/5 Pr

1914..

From

The CHAIRMAN of the Board of
Trustees for the Improvement
of the City of Mysore.

To

The SECRETARY to the Govt. of
His Highness the Maharaja of
Mysore, Gen. and Rev. Depts.

Dated 16th. May 1914.

Despatched

Received

General No. 99

Enclosures

SUBJECT

Stating that the rules of office procedure etc., will be submitted to Government by the end of the next month.

GBPM—500—24-11-18.

15 13

G. R. S. 26]

File No. 1-18
Serial No. 62.

Diary No. of letter replied to 1146/E.A.
8 may 14.

No. 411
E.A

General and Revenue Secretariat
( )
, the 191 .

To The Chairman of the
Board of Trustees
Mysore City Improvements.

Date of issue 17-2-1915

Signed by Mr. N. Madhava Rao

Sir,

I am desired to invite your attention to your letter No: 99 of the 16th may 1914 and to request that the spare copies of the Standing orders of Govt: relating to the constitution and working of the Board promised therein may be sent early

I have &c

Dept
15/2 hm

for Secy: to Govt.
over.

SUBJECT.

Dno 28/E.A
12.7.1915.

16 14

MYSORE CITY IMPROVEMENT TRUST BOARD
CHAIRMAN'S OFFICE,
Dated, Mysore, 7th July 191 5

FROM

T.G.Lukshmana Rao, Esq., L.C.E.,

Chairman of the Board of Trustees,
Mysore City Improvements.

To

D.M.Narasinga Rao, B.A.,B.L.,

Secretary to the Govt. of H. H. the Maharaja
of Mysore, Gen. and Rev. Departments.

SIR,

I have the honour to acknowledge the receipt of your letter No. 70/E.A. dated the 7th July 1915, and to state that departmental circulars and orders are being collected in this office and the same will be submitted very soon.

I have the honour to be,
Sir,
Your most obedient servant,

Lukshmanarao

C H A I R M A N.

mu

191 .

From

The CHAIRMAN of the Board of
Trustees for the Improvement
of the City of Mysore.

To

The SECRETARY to the Govt. of
His Highness the Maharaja of
Mysore, Gen. and Rev. Depts.

Dated 9th July 13

Despatched

Received

General No. 6,

Enclosures

SUBJECT

Departmental circulars
and orders.

GBPM—500—24-11-13.

15 18

134
Encl. 9

MYSORE CITY IMPROVEMENT TRUST BOARD
CHAIRMAN'S OFFICE,
Dated, Mysore, 14th March 1916.

FROM

T.G.Lukshmana Rao, Esq., L.C.E.,
Chairman of the Board of Trustees,
Mysore City Improvements.

To

D.M.Narasinga Rao, Esq., B.A.,B.L.,
Secretary to the Govt. of H. H. the Maharaja
of Mysore, Legal Department.

SIR,

With reference to your letter No. 529/E.A. dated the 1st April 1915 and subsequent reminders requesting the submission of spare copies of Standing Orders of Government relating to the working and constitution of the Trust Board, I have the honour to enclose herein as the first instalment, a set of copies of Government Orders in the matter with their descriptive list.

2. These Orders which relate specially to matters connected with the working of the Trust Board, do not include such of the standing Orders of Government as are commenly applicable to all the Government Departments of the State.

I have the honour to be,
Sir,
Your most obedient servant,

T Lukshmana Rao

C h a i r m a n.

VII 19
3/3 [illegible]

191 .

From

The CHAIRMAN of the Board of
Trustees for the Improvement
of the City of Mysore.

To

The SECRETARY to the Govt. of
His Highness the Maharaja of
Mysore, ~~Gen. and Rev.~~ General Depts.

Dated

Despatched 30th March 1916.

Received

General No. 134

Enclosures 9.

SUBJECT

Submitting two spare copies of Standing orders of Govt. relating to the working and constitution of the Trust Board with their application lists

GBPM—500—24-11-13.

20 16

L I S T

1.	3475-6/L.F.75-03	12th March 1904.	Directing that all notice forms etc., used by the Trustees for the Improvement of the City of Mysore be got printed in the Government Press.
2.	3525-6/L.F.88-03	16th March 1904	Authorising the Chairman and the Executive Engineer of the Trust Board, Mysore, to incur contingent charges not exceeding Rs.50/- and Rs.30 a month respectively.
3.	4291-2/L.F.75-03	11th May 1904.	Requesting the Superintendent of Government Printing Press in Mysore to arrange to get matters of an urgent nature given by the Chairman of the Mysore City Improvement Trust Board, printed at the Government Branch Press, Mysore.
.	161/L.B.7503.	9th July 1904.	Instructions regarding the acquisition of properties lying outside the areas comprised within the schemes sanctioned for the improvement of the City of Mysore.
5.	207-45/M1.32-6.	21st Nov., 1904.	Directing that whenever a person in the service of Government (including L.F.Boards and Municipal Boards) undertakes to make payment from his salary towards the purchase money of houses constructed by the Trust Board, intimation thereof be sent by the Chairman to the Official superior of such person as well as

DIARY No. 383

SECTION E.A.B

22/18

MYSORE CITY IMPROVEMENT TRUST BOARD
CHAIRMAN'S OFFICE,
Dated, Mysore, 7th October 1915.

FROM

T.G.Lukshmana Rao, Esq., L.C.E.,

Chairman of the Board of Trustees,

Mysore City Improvements.

To

D.M.Narasinga Rao, Esq., B.A.,B.L.,

Secretary to the Govt. of H. H. the Maharaja

of Mysore, Gen. ~~and Rev~~. Department.

SIR,

In reply to your letter No. 604/E.A. dated the 29th ultimo, I have the honour to state that the Standing Orders relating to the working of the Chairman's Office, City Improvement Trust Board, Mysore, have been to a most extent collected. The collection being completed, the typed copies of the set will be submitted to Government before the 19th instant.

I have the honour to be,

Sir,

Your most obedient servant,

T.G.Lukshmana Rao

C h a i r m a n.

5

UHHC 9/10-15 23

1915.

From

The CHAIRMAN of the Board of
Trustees for the Improvement
of the City of Mysore.

To

The SECRETARY to the Govt. of
His Highness the Maharaja of
Mysore, Gen. ~~and Rev.~~ Depts.

Dated

Despatched 7th October 1915

Received

General No. 47

Enclosures

SUBJECT

In re the Standing orders relating to the working of the Chairman's office, City Improvement Trust Board, Mysore.

GBPM—500—24-11-18.

24

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

D.482
20.2.18

GEN. & REV. SECRETARIAT VIII E. AUDIT. 20 FEB 1918 GOVERNMENT OF MYSORE

19

D.O.No.142

Mysore City Impt.,Trust Board,
Chairman's Office,
Dated Mysore, the 19th Feb.,'18.

Dear Sir,

I am in receipt of your D.O. letter No.1457 dated the 18th February 1918. Mr.T.G.Lukshmana Rao is on leave. When he returns from leave, he will be in a position to submit the papers called for.

Yours sincerely,
T.R.Rao

N.Madhava Rao, Esq., ~~B.A., B.L.,~~
Assistant Secretary,
Efficiency Audit.

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form

25/90

No. 231-S. 43/C. 2889 17-18
Enc. As per list

OFFICE OF THE CHAIRMAN,
CITY IMPROVEMENT TRUST BOARD, MYSORE.

Date, 11th December 19 19.

Dno 4656 19-12-19

From

RAJASABHABHUSHANA, DIWAN BAHADUR,
C. SRIKANTESVARA AIYAR, B.A., B.L.,
CHAIRMAN, CITY IMPROVEMENT TRUST BOARD,
MYSORE.

To

B.Ramaswamiah, Esq., B.A.,B.L.,
Secretary to the Government of
His Highness the Maharaja of Mysore,
Revenue Department, B a n g a l o r e.

Sir,

In continuation of this office letter No.134 dated the 30th March 1916 and with reference to correspondence ending with your reminder No.R.3275-Ml. dated the 6th September 1919, I have the honour to enclose herein an up to date collection of Standing Orders of Government relating to the constitution and working of the City Improvement Trust Board, Mysore, as particularised in the accompanying classified list. To make this collection complete by itself, copies of the marginally noted Government Proceedings submitted already with this office letter No. 134 dated the 30th March 1916, are included therein.

I have the honour to be,

S i r ,

Your most obedient servant,

Srikantaiyar

C h a i r m a n.

Mu

Government Proceedings No.3475-6/L.F.75-03 dated 12th March 1904.
Government Proceedings No.3525-6/L.F.88-03 dated 16th March 1904.
Government Proceedings No.181-L.B.75-03 dated 9th July 1904.
Government Proceedings No.4207-45/Ml.32-6 dated 21st November 1904.
Government Proceedings No.7401-3/Ml.286-04-4 dated 22nd February 1905.
Government Proceedings No.7515-7/Ml.326-04-4 dated 23rd February 1905.

26

From 15910.

The Chairman,
City Improvement Trust Board,
Mysore.

To

The Secretary to the Government of
His Highness the Maharaja of
Mysore, Revenue Department,
Bangalore.

Dated. 11th December 1919.

Despatched. 12th December 1919.

Received.

General No. 231. S. 43/C. 288 of 17-18

Enclosure No. as per list appended.

Subject.

Submits an up-to-date collection of standing orders of Govt relating to the Constitution and working of the City Impt. Trust Board, Mysore.

27
21

G.R.S. VI-71]

SUBJECT.....

.....

.....

Diary No. of letter replied to 4659 19-20 of Secrett

General and Revenue Secretariat

( )

, *the* 191 .

Date of issue.....

Signed by.....

Section

File No.

Serial No.

Proceedings of the Government of His Highness the Maharaja of Mysore.

Read.— Correspondence ending with letter No 231-S.43/C.288 of 17-18 dt the 17th December 1919 from the Chairman of the Board of Trustees for the Dept of the Ag. Mysore submitting an up-to-date collection of S.O's relating to the Constitution and working of the Board

Order Thereon:— No.

May this be

i Printed?

ii treated as a standing order?

iii published in the Gazette English part?

iv translated?

v placed at the disposal of the press?

vi published in the Gazette Kannada part?

order

28.4.21. 28

Order No 1696/GA/21 dt

The S.O. relating to the collection of
City of Nagpore Improvement
Trust Board submitted by
the Chairman of the Board
~~and edited by the L.S.G. Dept~~
~~of the Govt and Rev Dept~~ is
as amended in this order
approved. The orders ~~have been~~ ~~in the book~~ are
brought up to the end of
December 1919.

2. The Chairman is re-
quested to get the Compilation
printed at an early date
and forward a dozen Copies
for reference & record in
the Dept.

Sd/ 18/4/21

Secy to Govt
Rev Dept

AMK
5.4.21

Dm
6/4/21

List of enclosures.

To

The Chairman of the
Bd of Trustees for the Impt
of the City of Nagpore with
the Compilation of S.O.s in Rev Dept
Copy to the L.S.G. Dept of the

Copied by

Examined by